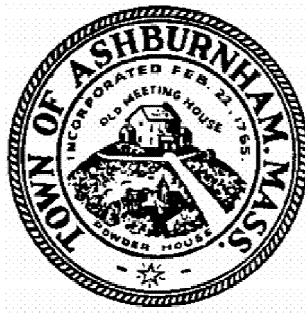


Board of Selectmen  
Extension 109  
Town Administrator  
Extension 109  
Town Accountant  
Extension 120  
Town Clerk  
Extension 114  
Tax Collector  
Extension 113  
Treasurer  
Extension 112 or 110  
Board of Assessors  
Extension 111  
Land Use Office  
Extension 117  
Planning Board  
Extension 121  
Conservation Commission  
Extension 115



## TOWN OF ASHBURNHAM

Town Hall, 32 Main Street  
Ashburnham, Massachusetts 01430

OFFICE OF THE TOWN ADMINISTRATOR

Animal Control  
Board of Health  
Building Commission  
Conservation Commission  
Council on Aging  
Cultural Council  
Electrical Inspector  
Gas & Plumbing Inspector  
Historical Commission  
Municipal Planning  
Parks & Recreation  
Planning Board  
Zoning Board of Appeals

PHONE: (978)-827-4100

FAX: (978) 827-4105

# TOWN ADMINISTRATOR'S REPORT June 6, 2011

## • TOWN COMMITTEES

Currently there are openings on the Conservation Commission (2), Council on Aging (2), Historical Commission, (1), Capital Planning Committee (at-large member) (1), Parks and Recreation Committee (3). These are all listed on the Town's website under Volunteer Opportunities.

## • WATER TANK

Schedule is on track, met with Tighe & Bond to review the financial schedule and to update costs. All contracts have been delivered.

### High Street

Start of Construction  
On line

Started  
September 30<sup>th</sup>

### Gardner Hill

Design  
Bid  
Repairs Complete

May 1<sup>st</sup>- 2012  
June 1<sup>st</sup>  
November 30<sup>th</sup>

## • TOWN ACCOUNTANT

To fill the position left vacant by the resignation of Nancy Haines, the Board, with the assistance of Nancy and I narrowed the field to five finalists from 21 applicants. At their May 31<sup>st</sup> meeting it was voted to authorize Chairman Vitone to select and notify the successful candidate after reference checks were completed. All five candidates were excellent.

- **250<sup>TH</sup> CELEBRATION**

On May 19<sup>th</sup> I attended their meeting in the Library to get an idea of how things are starting to shape up and to answer any questions they may have. It is difficult knowing being several years away to appreciate the time it takes to develop all the activities.

- **PROMOTION**

Paul Rekos has been promoted to the rank of Captain in the fire department. Paul has worked extremely hard to meet all the requirements put forth for this.

- **PLAYGROUND**

Due to all the requests about town playgrounds I will be looking for volunteers to serve on the Parks and Recreation committee so that a comprehensive improvement plan can be established for all town parks and playgrounds.

- **WATER TREATMENT**

.RFP posted on Central Register June 1<sup>st</sup>, and there have been several companies interested.

- **CDBG GRANT**

Glenn Eaton from MRPC reported that the CDBG grants still are awaiting announcement. No firm date on when they will be announced.

- **COA RELOCATION**

COA has started to identify areas in the town hall that will serve as the temporary “home” for the COA during the upcoming winter and hopefully renovation period.

- **VACATION**

All departments have been working to use FY11 vacation leave.

- **OIL BIDS**

RFP has been put together just awaiting the “right” time to go out. All tanks will be filled taking advantage of the \$2.39 rate.

- **SUMMER SCHEDULE**

I would suggest that for July and August we meet on the first Monday of the month. Any other meetings that are required can be scheduled accordingly.

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